25X1

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10 November 1976

MEMORANDUM FOR: Legislative Counsel	
FROM : Administrative Officer, DCI	
SUBJECT : Fiscal Year 1977 Operating Budget	
l. In order to assist you in your program planning between now and next October 1st, the following information pertaining to your FY 1977 operating budget level is provided:	
Personal Services/Salaries	25 X1
Travel	20%
Machine Rentals	
Contracting	
Total	
2. The Comptroller informs me that the probability of further allocation of funds during the year is remote. Therefore I will be furnishing you with monthly statements reflecting obligations incurred and balances remaining. Hopefully this will assist in maintaining an up-to-date knowledge of the budget status of your office and to control expenditures to avoid any commitments which cannot be funded within the current allocation.	
	25 X1
Distribution: Orig - Addressee 1 - Executive Secretary 1 - B&F Officer 1 - RB & Chrono 1 - Suspense file AO/DCI (9 Nov 76)	25X1